



Water Budget Administrative Office Building Permit Water Allocation Approval Form

WBAO Tracking #	Building Permit #		Project Address		Lot Square Footage	
Project Description						
Applicant / or Contact Person	Work Phone #		Alternate Phone #		Mailing Address	
Project Water Budget (AFY)	Option A or B		Required Retrofit Credits		Required Water Rights Credits (AFY)	

Retrofit Credits - attach additional sheets as necessary

City of Santa Fe	Applicant	Name / Address / Phone #	Water Utility	Int #	Water Meter #	Available Retrofit Credits (AFY)	Retrofit Credits Allocated This Permit (AFY)	Retrofit Credit Balance (AFY)
1								
2								
3								
4								
5								
6								

NOTES:

1.) Eligible retrofits cannot include those retrofitted as part of the City of Santa Fe Water Wise program except in the case of building permit application for low priced dwelling.

2.) Eligible retrofits may be selected from the list of retrofits provided by the City of Santa Fe Water Budget Administrative Office.

3.) Applicant must submit a copy of the water hook-up for each address listed.

4.) Applicant must complete the water hook-up form for each address listed.

By my signature, I affirm that the information contained on this form is true and correct. I also agree that the information is subject to verification by the City.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Water Right Credits - attach additional sheets as necessary

City of Santa Fe	Applicant	City of SF Water Right Transfer	Int #	Available Water Right Credits (AFY)	City of SF Water Bank Account # (if any)	Water Right Credits Allocated This Permit (AFY)	Water Right Credit Balance (AFY)
1							
2							
3							

NOTES:

To allocate City of Santa Fe Water Bank water right credits from one account holder to another, water right credit change of ownership documentation must be submitted to the Planning and Land Use Division's Water Budget Administrative Office. By my signature, I affirm that the information contained on this form is true and correct. I also agree that the information is subject to verification by City.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

City Use Only	Extensions:	white, WBAO; yellow, Sangre de Cristo Water Division; pink, Building Permit; green, Applicant
Verification of Available Retrofit Credits _____	Compliance Date _____	Extension will be granted only when proper documentation is provided by the applicant to the Water Budget Administrative Office as defined in the "Quick Guide for Single Family Residence and Commercial, Industrial and Multifamily Residential Building Permit Programs." *Eligibility must be verified prior to installation of low flow toilets.
Verification of Available Water Right Credits _____	Date of 1st Extension _____ # of Retrofits _____	
WBAO Approval _____	Date of 2nd Extension _____ # of Retrofits _____	
Receipt # _____	Date of 3rd Extension _____ # of Retrofits _____	

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